



No. PAG(Au)/AP/Admn-I/HR-II/Dept./F-47 Vol-II /2024-25/

Date: 12-07-2024

**सूचना सं./NOTICE No.23**

Applications are invited from willing SAOs/AAOs borne on cadre control of O/o PAG(Audit), Andhra Pradesh only to work on deputation basis in RCB&KI, Hyderabad. The details are as follows:

<b>ORGANISATION</b>	RCB&KI, Hyderabad
<b>POST</b>	SAO/AAO Faculty Member (Civil)
<b>DEPUTATION TERMS</b>	On usual terms of deputation issued by Govt. of India, Ministry of Personnel, vide DoPT OM No. 6-08-2009-Estt. (Pay-II) dt 17-06-2010 and OM No. 2/6/2016-Estt. (Pay-II) dated 17-02-2016 as amended from time to time.
<b>PERIOD OF DEPUTATION</b>	Initially for a period of 3 years
<b>ELIGIBILITY GRADE</b>	<p>1) Holding Senior Audit Officer post on regular basis in the parent Cadre Or Assistant Audit Officer having minimum service of 5 years as AAO.</p> <p>2) Considerable working experience in Field Audit.</p> <p>3) Experience/ Ability to handle sessions.</p> <p><b>Work Requirements:</b></p> <ul style="list-style-type: none"> <li>• Preparation of course schedule, coordinating &amp; conducting Courses, preparation of course material, handouts, Audio visual aids.</li> <li>• Preparation of course material and related training material pertaining to Knowledge Centre topic allotted.</li> <li>• Preparation of Structured Training Modules (STMs) and Case Studies on allotted subjects/courses.</li> <li>• Correspondence work related to obtaining Administrative Sanction of Director General regarding payment of Honorarium to resource persons/guest faculties in respect of courses coordinated.</li> <li>• Correspondence/consolidation work relating to submission of Performance Monitoring Framework (PMF) on RCB&amp;KI, Hyderabad to CAG's office.</li> <li>• Handling sessions in General courses as per approved course schedules.</li> <li>• Developing courseware on the allotted Knowledge Centre Topics</li> </ul>

	<ul style="list-style-type: none"> <li>• Supervision of all monthly/quarterly returns/correspondence with Headquarters Office.</li> <li>• Preparation &amp; updation of Official Manual.</li> <li>• Any Other work assigned by the Director General/Principal Director from time to time.</li> </ul> <p><b>Note:</b> 1) The applicants with 56 yrs. of age or above as on date of application should not apply. 2) Employees who are working on deputation in this office are not eligible to apply for this deputation.</p>
<b>TENTATIVE PLACE OF POSTING</b>	Hyderabad

Applications with bio-data in duplicate should reach Administration Section through Group Officer on or before **25.07.2024** for further action. Applications received after due date will not be considered.

**TADI RAMA PRASAD**  
**SENIOR AUDIT OFFICER (ADMN-I)**

**Distribution:**

1. SAO/IS Wing- *for placing on office website.*
2. Hindi Anubhag-*for translation.*